

Nutrition Services Directors

Macon, GA

Items for Discussion at March 22-23, 2016 Meeting

1. Provide an update on the new WIC/Computer system.

Reference update on new system, in Program Administration presentation.

2. Can the SWO begin requesting that Waycross record WIC trainings so that districts can have access to them for follow-up training?

We will coordinate with Telehealth to include a check-off to record WIC trainings on the scheduling form.

3. Provide clarification on VPOD inventory?

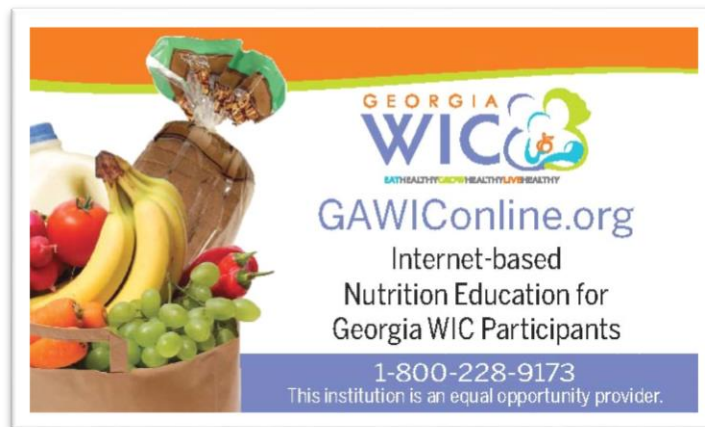
Reference VPOD Stock Paper Procedures and Log presentation

4. Follow-up on the calendar of reports due/deadlines that was requested/discussed at Dec mtg. Also, ensure it is updated each time a new deadline is set.

We will post Finance deadlines on the WIC District Resources Finance tab.

5. Nutrition Education On-line materials are needed by districts.

GAWICOnline outreach card (business card size), was updated and approved for printing by DPH Communications. Districts will receive shipments directly from RR Donnelley in the near future. An email will be sent notifying you when to anticipate delivery.



A revised draft GAWICOnline instructional flyer has been created and approved by communications to be pilot tested in Gwinnett. More information will be provided on a release date when it is available.

6. Status of allocation adjustment if participation goal not met by districts?

Reference allocation adjustment in Program Administration presentation.

7. Will we have brochures/information available to us to provide to participants about GA Gateway?

Yes, we are working on flyers and brochures to be given to the participants.

8. Clarification on motor voter procedures, staff completing vs. participant completing. What about errors made by participant?

Participants are required to complete the form. The staff presenting the form is required to make sure it is completed in its entirety. The person responsible for the error must initial.

9. Can the SWO office create common 999 food packages? For example a FP w/o Peanut butter. Or if a district has set up 999 FP's that would benefit other districts can that be shared?

Thank you for the request. The state is focused on reviewing WIC Approved Foods for 2017. The state Food Package Committee will review this request and evaluate the ability to coordinate a review of commonly used non-standard district created food packages.

10. Discuss peer counselor funding.

We will have more information to share with you on what drives/motivates funding. We currently are developing a more systematic process with Program Administration for the next fiscal year. If you have any suggestions or comments, please email them to Shlonda.smith@dph.ga.gov and copy Patricia.cwiklinski@dph.ga.gov.

- **How districts are funded for peer counselors has impact on district reviews.**

Share with us in more detail how your peer funding has impacted your district review via email to Shlonda.smith@dph.ga.gov and copy patricia.cwiklinski@dph.ga.gov

- **Currently it is not possible to have a peer counselor in all clinics.**

SWO understands the challenges many local agencies are having in this area. However, it is suggested that each district have a referral system in place to support breastfeeding mothers. Peer Counselors should not be limited to clinic presence. It is anticipated that all clinics will indeed have peer counselor support, even if it is based on referrals and phone call system with a remote PC.

- **It is also not possible for all districts to have an IBCLC staff person.**

Again the SWO understands this particular challenge. In February 2016, the NWA released an article surrounding the need for increased IBCLCs within the WIC Program. NWA detailed that "...as breastfeeding rates rise in the WIC Program, so too do the number of mothers with complex breastfeeding needs. Research indicates that 92% of mothers, across socio-economic lines, report feeding problems on day 3 postpartum. This presents a great opportunity for WIC to be the 'go-to' place for lactation support, yet many agencies lack the ability to provide solutions for these mothers beyond the scope of peer counseling services." Later the article reiterates that even district level agencies "...should seek ways to create positions for IBCLCs..." So how has your agency been challenged with providing skilled lactation care to breastfeeding mothers? Share with the office specific demonstrations of trying to secure an IBCLC, along with the result of said instance. What technical assistance can the SWO provide to help you secure skilled lactation care for breastfeeding mothers?

11. Would like to request that a committee be formed that includes district staff to review memo's prior to sending out state wide. This committee could provide input on impact and implementation at the district level. (this has been done previously)

We are currently sending memos to designated NSD's to review and include input before sending out to all the districts. We can form a standard committee of two (2) or three (3) for this process. Please submit names to Angela Damon or Sonia Jackson of NSD's interested in being on the committee.

- 12. Would like to request a 60-90 day process for memos. The communication of late has been challenging due to the number of memo's we receive. These memos are giving guidance/procedures that are required along with documentation of training or that require a response from the district and at times the timeframe is short. Also related to that is the process of providing clarification to districts after training is provided. At times we receive training and during the training it is stated that we should have already implemented the procedures being training on.**

Sometimes we receive information that has to include making changes that requires a quick response time to meet federal regulations. When sending action memorandums, we will take into consideration the timing of the training and implementation dates.

- 13. WIC use to have memo's broken down into the following. Information, Action and Policy.**

The memos are still broken into these categories, we haven't had any policy changes to send out in that category. Majority of the memos sent are action memos to clarify or update a policy.

- 14. What is the status of nutrition education materials, resource list?**

Reference NSD meeting Nutrition Education Committee Update presentation.

- 15. High Risk documentation. This seems to be an area of increased focus during reviews. We would like to request a clarifying statement when reporting the percentages. For example you review 20 charts; all 20 charts did receive counseling/education from a CPA but based on the documentation only 10 received credit therefore 50% is the score. To those not familiar with the process it would appear that half of the people are not being seen when in reality all were seen, it is a documentation problem.**

The wording of this finding was updated for 2016 to clarify that the quality, as well as, quantity is being evaluated. It reads: *xx.x% of high risk participants received a high risk follow-up with a well-developed care plan.*

- 16. Is it possible to have split funding for staff? For example part of the salary is paid out of 301 and part out of 329? (Peer counselors)**

Reference NSD meeting Finance presentation.

- 17. Are districts required to use the electronic monitoring tool in doing self-reviews?**

No, the monitoring tool is still being updated and tested by the State staff. It is not required to use the electronic tool, but the monitoring tool in the current Procedures Manual must be completed.